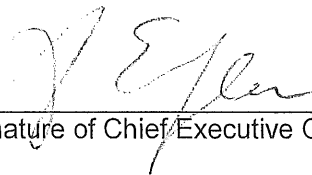## Community Grant Application
### Deadline: January 22, 2016

Organization name __Anne Arundel County Public Library Foundation, Inc.__

Contact __Ann E. Glenn__                                   Title __Executive Director__

Address __5 Harry S. Truman Pkwy., Annapolis, MD 21401__

Phone __410-222-7371__          Fax __410-222-7188__          Email __aglenn@aacpl.net__

Federal ID # __20-5804064__

Incorporation Date __10/27/2006__                    501(c)(3) Registration date __7/13/2007__

Project title __Annapolis and Eastport-Annapolis Neck SMART Table Acquisition__

Project location __Annapolis Regional Library, Eastport-Annapolis Neck Community Library__

| | | |
|---|---|---|
| Amount requested | $ | 12,100.00 |
| Other funds | $ | 4,375.00 |
| Total project amount | $ | 16,475.00 |

## Certification

*"I certify that* I have reviewed this application and that to the best of my knowledge and belief, all the information provided in this application is true."

_____          __1/25/16__
Signature of Chief Executive Officer                Date

Print name __Ann E. Glenn__                          Title __Exrecutive Director, AACPL Foundation__

Address __5 Harry S. Truman Parkway, Annapolis, MD  21401__

Phone __410-222-7371__          Fax __410-222-7188__          Email __aglenn@aacpl.net__

## EXECUTIVE SUMMARY

Provide a brief summary of your project. Please be sure to include the following items: purpose of the project, number of people to be served, and how the city grant funds will be used.

The Anne Arundel County Public Library Foundation requests a grant of $12,100 from the city's Community Grant Program to strengthen the Anne Arundel County Public Library's Annapolis and Eastport-Annapolis Neck Community Library's early literacy programs. Specifically, this grant would be used to purchase and install two SMART Tables in each of these libraries. SMART Tables are interactive learning centers, accessible by up to eight learners at a time, which enable young children ages 2 - 8 to build important literacy, problem solving, and collaborative learning skills.

A widely used and popular addition at library children's areas around the country, and in pre-school and early elementary classrooms nationwide, SMART Tables are touch screen computers, in the shape and size of a 42" table, preloaded with educational software. SMART Tables enable early learners to individually or collaboratively solve puzzles, match shapes and colors, and do a wide variety of learning activities.

The average number of preschool and early elementary students who weekly visit the Annapolis Community Library is 400. At the Eastport-Annapolis Neck Community Library the number is estimated to be 800. All of these children would be potential users of the SMART Tables. Close to 5,000 preschool and early elementary students each month would be eligible to use the SMART Tables.

The grant funds would be used to purchase and install the two tables.

## PERFORMANCE HISTORY

If you received Community Grant funds last year, please evaluate progress you have made in implementing those projects. Please discuss any factors that may have hindered your progress.

NA

## RATIONALE (20 Points)

Describe the issue or problem to be addressed including the size and/or severity of the problem. Provide the demographic data and geographic information used to determine the extent of the problem.

Children need opportunities for learning readiness and exploration with their families. Family-focused reading outside the classroom, according to Johns Hopkins researcher Karl Alexander, "improves children's prospects for the future." Libraries have long been recognized as one of the most important institutions for child literacy development.

New research has uncovered a strong connection between early literacy investments and the improved school outcomes of young children. To this end, children's literacy services in the Anne Arundel County Public Library (AACPL) system have been recast over the past two years, and continue today with our Every Child Ready to Read initiative. At AACPL we are expanding, retooling and creating more comprehensive services for children, parents and child care providers in a sustained and focused effort to significantly increase early literacy.

In their recently published Poverty Amidst Plenty report, The Community Foundation of Anne Arundel County outlined the severe learning challenges facing too many young children in our area. Specifically, according to the kindergarten readiness tool now being used in the Anne Arundel County Public Schools, 57 percent of Anne Arundel County children entering kindergarten classrooms do not demonstrate "the skills and behaviors needed to participate fully in the kindergarten curriculum."

These skills include playing, talking, singing, color and letter recognition and developing fine motor, language, and cognitive and social skills acquired through interactive, collaborative play. Research indicates that early and frequent exposure to reading activities and social play has a tremendous impact on school readiness, literacy skills, imagination, creativity and self-esteem thus "setting the stage" for school success for young children.

An even more disturbing finding in the Community Foundation's report is that the number of English language learners in Anne Arundel County who do not demonstrate "the skills and behaviors needed to participate fully in the kindergarten curriculum" was 83% and for children from low-income households it was 73%. In the Annapolis cluster, more than half of the elementary schools are Title 1 schools so these numbers show a dramatic need for more early literacy enhancement tools and opportunities at our Annapolis area community libraries.

Each week, the Annapolis and Eastport libraries are visited by approximately 400 to 800 children, respectively, under the age of 10 with their caregivers. Many of them come to take part in the Library's numerous Every Child Ready to Read  programs such as Babies in Bloom, Toddler Time, Preschool Storytime, Sensory Storytime, Family Storytime, Bilingual Storytime, Music and Me, and LogoPalooza!

## PROJECT DESCRIPTION (30 Points)

Please give a detailed description of the program or project you are proposing. Please include the group of persons you plan to serve and the number of expected participants, the activities or services you will provide and location.

The Anne Arundel County Public Library seeks a grant of $12,100 to fund the purchase and set-up of two SMART Tables one each for the Annapolis and Eastport-Annapolis Neck libraries. SMART Tables are collaborative learning centers which combine learning and play for pre-kindergarten through third grade learners, including students with disabilities and special needs. The SMART Table engages children in active discussions, problem-solving, and small group collaboration activities.

SMART Tables are 42 inches long, 29 inches wide and 25 inches tall, mounted on a stable pedestal that provides easy access for seated and wheelchair users and comes with over 1,500 activity packs and applications. It includes four headphone jacks and table speakers with individual volume control. It is specially designed for easy use and accessibility for young pre-kindergarten through third grade learners.

SMART Tables support up to 40 simultaneous touches, enabling as many as eight students to collaborate on a lesson at the same time. They are highly durable. The preloaded educational games and activities can be worked on by children singly, with other children or an adult. These games and activities teach lessons in subjects such as word and letter recognition, reading, basic math skills, science and social studies. Children work alone or with others to answer questions, solve problems, complete puzzles and more. SMART Tables are developed for educational, not recreational, use with all of the games having a learning element.

Children are naturally drawn to the computers and other technology in the library. However, instead of solitary and sedentary play, these devices encourage working collaboratively with others and physical movement to solve puzzles and play games.

Approximately 1,200 visits by children under the age of ten are made to the Annapolis and Eastport-Annapolis Neck libraries each week. Many of them are pre-kindergarten children who attend one of the Library's Every Child Ready to Read programs with a parent or caregiver. All of these children would have potential access to the SMART Table which will be located in the children's area of both libraries. This is a very significant return on investment of the City's grant funds, helping tens of thousands of children over a multi-year span in our city for a relatively modest amount of funding.

Describe the methodology (or approach) for the proposed program/project, e.g., the procedures, tasks, techniques, or tools you will use to develop the program

AACPL has extensive experience incorporating digital tools in our children's areas. In 2014, the Foundation was able to fund two Play and Learn Stations (PALS) in each of the Library's 15 branches countywide. The PALS are dedicated computer stations for ages 2 - 8 which have preloaded educational software with engaging graphics and intuitive menus. They are designed for independent use by one child or for reading with a parent. These computers have brightly colored keyboards and feature small mouses designed for young children's smaller hands.

The PALS stations have been extremely popular and have been used by thousands of children since their installation. They are located in the children's areas of each branch and can be used only by children and their accompanying caregiver. Children become familiar with keyboarding skills, how to use a mouse, and how to navigate through a learning game or activity.

The Library would employ the SMART Tables in the same way. After initial training, library staff would incorporate the SMART Table into the activities of the children's area and would help introduce the different games and activities available.

Explain how this proposal relates to the organization's mission, goals and/or strategic plan, and other activities planned for this year.

Anne Arundel County Public Library Foundation (AACPL). It is a separate, legal nonprofit organization governed by a Board of Directors for the purpose of raising funds to enhance library services otherwise outside the scope of the library's core governmental funding.

As such, the Library Foundation has a significant impact on the Library's ability to deliver its brand promise to its customers to "expand life's possibilities by sharing resources for knowledge, entertainment, and community engagement." AACPL is committed to providing discovery tools and innovative spaces to expand minds and create learning opportunities from early childhood through adulthood.

One of the Library's strategic initiatives is to "ensure school readiness through early literacy education to children, families, and caregivers." As a result, the Library has nearly tripled the number of early literacy programs it offers and has more than doubled program attendance over the past two years. In addition, the Library has increased outreach efforts to daycares, preschools and early literacy programs in order to reach more children 0-5 in an effort to build preschoolers reading readiness skills.

The AACPL Performance Measures for July 1, 2013 to June 30, 2014 include 2.5 million customer visits and a circulation of 4.7 million books and other library materials. That is an average of eight library items borrowed per capita. Also, 105,751 customers of all ages participated in 2,598 programming or outreach events.

Libraries are a vital force for expanding the mind, promoting literacy, embracing diversity, creating opportunities for individual and community development, and transforming the communities they serve. AACPL continually demonstrates leadership in this area.

The SMART Tables support several initiatives currently underway at AACPL. They include our Innovate Anne Arundel, in which our libraries provide the support and technology our customers need to narrow the digital divide among the wealthy and the disadvantaged. Also, the preloaded print-recognition and reading games in the SMART Tables support the Library's Every Child Ready to Read initiative that aims to make sure all children have the educational foundation they need to learn to read when they start Kindergarten at age five. Finally, the preloaded science and math games on the SMART Tables teach children about numbers, nature, animals and more, thereby supporting the Library's ongoing Science Technology Engineering and Math (STEM) initiative.

# TIMELINE (10 Points)

Provide a timeline for implementation and all program/project activities for the project.

| Date | Activity |
|---|---|
| Summer, 2016 | SMART Tables ordered |
| Summer, 2016 | Completion of electrical work to prepare for the SMART Table installation at Annapolis library |
| Early Fall, 2016 | Annapolis and Eastport staff trained in SMART Table use and implementation |
| Fall, 2016 | SMART Tables installed, use in branches begins |

Please indicate how you have determined that the timeline is achievable.

Before submitting this grant, the Foundation consulted with both branch managers at the Annapolis and Eastport-Annapolis Neck libraries, as well as the Library's Chief of Public Services and Branch Management, Chief of Support Services (who oversees technical and computer facilities at each branch), and the Virtual Services Manager. All of them are familiar with SMART Tables, their use and success in other library systems, and were confident the tables would be enthusiastically received by the children who take part in our early literacy initiatives.

Library staff strongly believes the tables would be valuable additions to the digital devices for children currently available in our branches. In addition, the SMART Tables will bring to the children who visit the library, some of whom do not have access to computers or digital devices in their home, the opportunity to experience such devices giving them a greater advantage when they enter the public school system, whether at the preschool or kindergarten levels.

Describe the organization's ability to implement the request.

The Anne Arundel County Public Library has an existing administrative structure that covers purchasing, building maintenance and enhancement, supplies transportation, and library staff who will be able to smoothly coordinate the implementation of this request. The management staff of the Annapolis and Eastport branches are fully confident they will be able to incorporate the addition of the the SMART Tables with minimum difficulty and disruption.

The Foundation will monitor the ordering, training and implementation of the SMART Tables. All reporting will be completed by the Foundation staff.

## EVALUATION (20 Points)

Clearly state the specific, goals, objectives, and measurable outcomes of the project/program.

| Goals | Objectives | Measurable Outcomes |
|---|---|---|
| Increase literacy development and school readiness for children ages 2 - 8 | 1. Increase word and letter recognition<br>2. Increase pre-reading and reading skills<br>3. Increase basic math, science and social studies skills | 1. 4 - 5 library staff will be trained in the use of the SMART Tables<br>2. SMART Tables will be utilized approximately 1,200 times per week |

Describe the impact (long-term effects) you expect will be produced by program/project outcomes.

One of the long term impacts of the SMART Table that differentiates it from single-use digital devices is that it encourages children to work together as a team and to communicate with others. Also, because most children will use the table while standing, it encourages movement, reaching, walking around the table and a more active physical experience than sitting in front of a computer.

The preloaded games and activities on the SMART Table build the skills and basic educational background that will help pre-kindergarten and young elementary age children succeed in school and to develop and improve their teamwork and social skills. While the SMART Table can be used by a single child, its design (see attached photos) encourages and promotes team learning and collaborative problem solving. Social and verbal skills will be enhanced by the use of the SMART Table.

As the library is not a school, our ability to measure skills acquisition is limited. Staff and parental observations, however, verify that children who take part in the library's early literacy programs, and use the libraries digital and other learning tools, are developing and practicing critical school-readiness and success skills. Having a SMART Table available in our two Annapolis area branches will help even more children.

## BUDGET DOCUMENTS (20 Points)

Include a detailed program budget that includes expenses, city funds requested and pending sources of support.  **Please use the attached Program/Project Budget Format.**

Outline the organizations plans for securing funding from sources other than those provided by the City of Annapolis and indicate how City of Annapolis' funds will be used to leverage a request for, or use of, other grant funds.

The Library will supply salaries of the employees needed to purchase and implement the SMART Tables. Significant electrical work has to be done to make the SMART Tables able to be placed correctly in the children's areas.  The Foundation will supply half these funds and is asking that the other half be part of this grant request.  The cost of each SMART Table is $4,850.00

# PROJECT BUDGET

Please complete the following budget chart for this project, including all budget items, the total budget for each item, and the funds that are being requested for each line item.

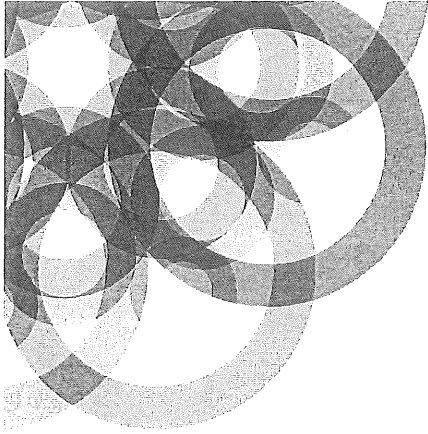| Budget item | City funds requested | Other funds | Source of Other funds (Federal, State, Private) | Is "Other funding" committed or requested? | Total project cost |
|---|---|---|---|---|---|
| Salaries/Benefits (list each position) | | | | | |
| Virtual Services Mgr. | $ | $ 400.00 | County | yes | $ 400.00 |
| Facility Staff (electrical work | | 525.00 | | yes | 525.00 |
| Regional Manager | | 300.00 | | yes | 300.00 |
| Branch Manager | | 500.00 | | yes | 500.00 |
| Library Associates | | 250.00 | | yes | 250.00 |
| Contract Services | | | | | |
| Rent/Leasing Costs | | | | | |
| | | | | | |
| Utilities/Telephone (please specify) | | | | | |
| Electrical modifications | 2,400.00 | 2,400.00 | | | 4,800.00 |
| Equipment | 9,700.00 | | | | 9,700.00 |
| Insurance | | | | | |
| Office Supplies | | | | | |
| Printing/Postage | | | | | |
| Audit/Accounting | | | | | |
| Other (please describe) | | | | | |
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| | | | | | |
| **Total Budget** | $ 12,100.00 | $ 4,375.00 | | | $ 16,475.00 |

# CITY OF ANNAPOLIS
# COMMUNITY GRANT FY 2017

## DOCUMENT CHECK LIST

____ 1 original and 5 copies of application

√ Recent (within 6 months) Certificate of Good Standing from the Maryland Department of Assessments and Taxation (Call 410-767-1340) to obtain a Certificate)

√ List of the names of your Board of Directors, with addresses and phone numbers

√ Copy of your latest audit or financial statement or Federal Tax Form 990

√ Current operating budget

____ Signature of Chief Executive Officer

√ IRS tax-exempt determination letter

N/A Annual Report (if applicable)

N/A MOU (if applicable)

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**Community Grant Staff Only**
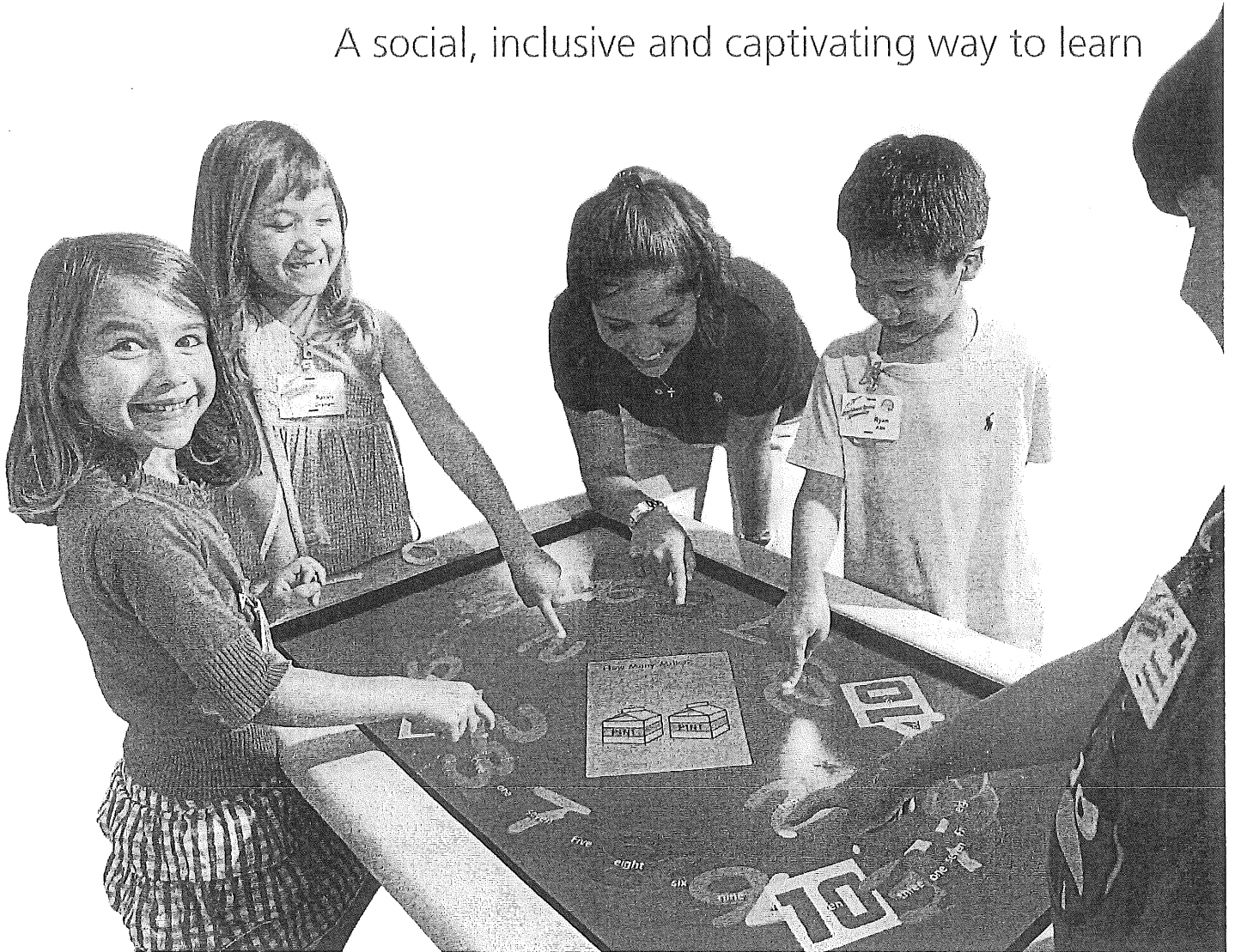
All forms are included/complete:          ____ Yes          ____ No

Reviewer signature _____ Date _____

Inspired Collaboration™ | SMART®

# The SMART Table 442i® collaborative learning center

## A social, inclusive and captivating way to learn

# SMART Table gets students excited about learning

With the SMART Table® collaborative learning center, young students will be so captivated by the interactive experience they might forget they're learning. The SMART Table encourages small-group collaboration, and helps students build social and academic skills, together.

## It's social
The intuitive multitouch surface makes children feel like they're playing, so small group collaboration occurs naturally. And with the capability for up to 8 children to learn together simultaneously, so nobody is left out.
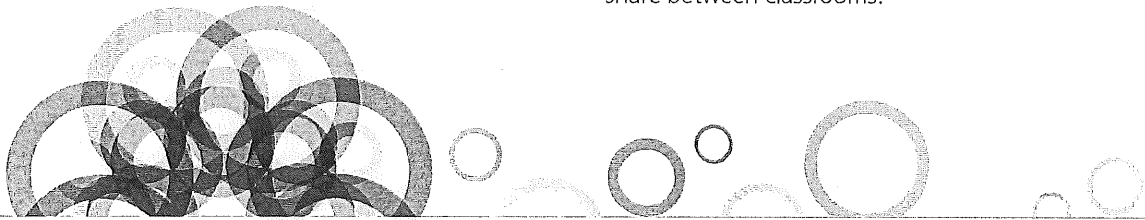
## It's inclusive
Students, including those with a wheelchair or assistive devices, find learning accessible and fun regardless of their learning style.

## It's captivating
Students are continually amazed and enjoy learning on the more than 1,500 engaging activity packs that are included. Each of these can easily be customized or you can create your own to meet everyone's needs ensuring all of your students are participating.

## It's durable
No matter how enthusiastic young learners become, it's virtually tip proof and its 42" LCD surface is scratch and spill resistant. The mobile design also makes it easy to share between classrooms.

**Authorized reseller:**

**SMART Technologies**
Toll Free 1.866.518.6791 (U.S./Canada)
or +1.403.228.5940
smarttech.com